

Dear Friend,

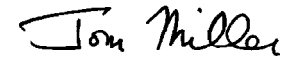
The people of Iowa have a reputation for fairness and honesty. That's what makes our state a great place to do business. But the very fact that Iowa business people are accustomed to honesty and fair dealing may make them vulnerable to fraud.

Every day, my office receives complaints from business people who have been tricked into purchasing low-quality office supplies, contributing to phony charities, buying advertising space in nonexistent publications, or having their long distance telephone service provider switched without authorization.

This pamphlet describes some of the most common types of business fraud that take place in Iowa. Protect yourself by learning what tactics are most often used by scam artists, and make sure your employees learn them too.

Contact my office to learn more about these scams or report a complaint.

With best regards,



Tom Miller  
Attorney General of Iowa

## Avoid being cheated

Remember these simple rules

### Take your time:

Don't be rushed into placing an order, even for a "bargain." If a deal sounds too good to be true, it probably isn't true.

### Avoid telephone scam artists:

Be wary of telephone solicitors pitching special deals or opportunities. When in doubt, deal with local suppliers and sales representatives with whom you are familiar.

### Warn employees:

Tell employees about scams that could cheat your business. Establish controls to avoid paying phony invoices for unauthorized merchandise or the unauthorized switching of your long distance phone service provider.

### Question charities:

Research charities before contributing to learn how much of your gift will be used for the charitable purpose and how much will go to administrative cost for fund-raising.

### Report anticompetitive practices:

If you know of any incidents of price fixing or other white collar crimes, report them.

If you have any questions about a company or organization, or if you think you've been victimized, contact the Iowa Attorney General's office.

The Attorney General's Office would like to acknowledge the following partners in the Office Scam Alert Project:

Association of Iowa Hospitals and Health Systems

Ecumenical Ministries of Iowa

Iowa Automobile Dealers Association

Iowa Bankers Association

Iowa Chiropractic Society

Iowa Credit Union League

Iowa Health Care Association

Iowa Medical Society

Iowa-Nebraska Equipment Dealers

Iowa Pharmacists Association

Iowa Retail Federation

Principal Financial Group

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Consumer Fraud Tips